



Trustees of the Town of Weare Trust Funds -Minutes-Draft.

Date: April 10, 2006 **Time:** 12:04 pm
Conference Room, Town Offices

Type of meeting: Scheduled Monthly

Attendees: Wilbur Beaupre' ---- Frank Farmer ---- John McCausland

Visitors: Donald Burke

----- Agenda Topics -----

Election of officers for 2006

Discussion: Wilbur Beaupre' explained the normal process of election of officers based on the length of time as a trustee.

Conclusion: Wilbur Beaupre' made a motion nominate Wilbur Beaupre' as chairman, Frank Farmer as recording secretary, and John McCausland as corresponding secretary. Seconded by Frank Farmer. Passed unanimously.

Action items: Send letter to Citizens Bank to notify them of 2006 TTF members.

Persons responsible:
Wilbur Beaupre'

Deadline:
ASAP

Minutes of TTF meeting of February 13, 2006

Discussion: There was no TTF meeting held in March, 2006.

Conclusion: Frank Farmer made a motion to accept the minutes of the February 13, 2006 meeting as printed. Seconded by Wilbur Beaupre'. Passed unanimously.

Action items: None

Persons responsible:

Deadline:

Cemetery Construction Fund

Discussion: In 1990 the town voted to establish a cemetery construction capital reserve trust fund. Donald Burke, chairman of the cemetery trustees outlined their improvement plans for the Pine Grove Cemetery, (walls and fences), and wanted to be sure that we would have no problems expending those funds for these improvements.

Conclusions: We gave the cemetery trustees our ok to proceed with the improvements provided they also get approval from the board of selectman.

Action items: None

Person responsible:

Deadline:

Summary of MS-9 Report

Discussion: Reviewed the summary of the MS-9 report thru 2/28/06.

Conclusions: All balances are reconciled with the Citizens Bank statement

Action items: none

Person responsible:

Deadline:

Proposed letter to Margo McLeod

Discussion: Reviewed proposed letter to Margo McLeod (dba Margo's Garden) outlining our need for a breakdown of materials and labor for her work around the Stone Building, Park, Library, and Town Hall on her bills for this year. Margo has done a very fine job in the years past in making these areas quite attractive.

Conclusions: Frank Farmer made a motion to send proposed letter to Margo McLeod asking for detailed billing information on future statements. Seconded by Wilbur Beaupre'. Passed unanimously.

Action items: Hand deliver letter to Margo McLeod.

Person responsible:

Wilbur Beaupre'

Deadline:

ASAP

Weare Charitable Fund

Discussion: The Weare Congregational Church's Missionary Committee is in charge of administrating the Weare Charitable Fund as directed by the Trustees of the Trust Funds in 1997. We reviewed the church's letter dated January 24, 2006 that was mailed out to caregivers asking for referrals of individuals or families in need.

Conclusions: Although the letter was right on target there was no information as to who it was mailed to.

Action items: Ask the church for a list of the caregivers that the letter was mailed to.

Person responsible:
Frank Farmer

Deadline:
ASAP

Vouchers from the Board of Selectmen

Discussion: Received vouchers asking to transfer a total of \$66,178.38 from A/C 3303176932 to A/C 3304175212, charging the following sub-accounts as follows: 032060 computer system \$7,684.38 --- 032068 govt. building and maintenance \$6,800.00 --- 032069 highway trucks and equipment \$51,694.00. However, there were no invoices submitted with the vouchers.

Conclusions: Wilbur Beaupre' made a motion to approve the transfer of \$66,178.38 from A/C3303176932 to A/C3304175212 as outlined above subject to receiving the required invoices from the Selectmen. Seconded by John McCausland. Passed unanimously.

Action items: Prepare letter of instruction to Citizens Bank outlining the above transfers.

Person responsible:
Wilbur Beaupre'

Deadline:
ASAP

Adjourn Meeting

Discussion: none

Conclusions: John McCausland made a motion to adjourn the meeting at 1:18pm. Seconded by Frank Farmer. Passed unanimously.

Action items:

Person responsible:

Deadline:

Discussion:

Conclusions:

Action items:

Person responsible:

Deadline:

Discussion:

Conclusions:

Action items:

Person responsible:

Deadline:

Other Information